



GAIL FARBER, Director

**COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS**

"To Enrich Lives Through Effective and Caring Service"

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ALHAMBRA, CALIFORNIA 91803-1331

<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

December 08, 2015

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

20 December 8, 2015


PATRICK OGAWA
ACTING EXECUTIVE OFFICER

**CONSTRUCTION CONTRACT
PUBLIC LIBRARY
HACIENDA HEIGHTS LIBRARY REFURBISHMENT PROJECT
SPECS. 7360; CAPITAL PROJECT NO. 87168
ROWLAND HEIGHTS LIBRARY REFURBISHMENT PROJECT
SPECS. 7361; CAPITAL PROJECT NO. 87169
ESTABLISH AND APPROVE CAPITAL PROJECTS AND BUDGETS
APPROVE APPROPRIATION ADJUSTMENT
(SUPERVISORIAL DISTRICT 4)
(4 VOTES)**

SUBJECT

Approval of the recommended actions will find the proposed Rowland Heights and Hacienda Heights Library Refurbishment projects exempt from the California Environmental Quality Act; establish and approve the capital projects, budgets, and Appropriation Adjustment; and authorize the Director of Public Works to deliver the proposed projects using Board-approved job order contracts.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed Rowland Heights and Hacienda Heights Library Refurbishment projects exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the projects.

2. Approve the Appropriation Adjustment to transfer funding as described below:

- \$2,995,000 of Utility User Tax- Measure U from East San Gabriel Valley Library project (Capital Project No. 77486) to Rowland Heights Library Refurbishment project (Capital Project No. 87169),

and \$153,000 from Public Library's Rowland Heights Library Developer Fee Area No. 4 Budget and \$147,000 of Utility User Tax- Cy Press II funds from Rowland Heights Library Refurbishment project (Capital Project No. 87169) to Public Library's Operating Budget to fund furniture, fixtures and equipment for the Rowland Heights Library Refurbishment project.

- \$2,005,000 of Utility User Tax- Measure U from East San Gabriel Valley Library project (Capital Project No. 77486) to Hacienda Heights Library Refurbishment project (Capital Project No. 87168), and \$132,000 from the Public Library's Hacienda Heights Library Developer Fee Area No. 4 Budget to Public Library's Operating Budget to fund furniture, fixtures and equipment for the Hacienda Heights Library Refurbishment project.

3. Establish and approve the Rowland Heights Library Refurbishment project, Capital Project No. 87169, with a total project budget of \$4,706,000.

4. Establish and approve the Hacienda Heights Library Refurbishment project, Capital Project No. 87168, with a total project budget of \$3,300,000.

5. Authorize the Director of Public Works to deliver the projects using Board-approved job order contracts.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the proposed Rowland Heights and Hacienda Heights Library Refurbishment projects exempt from the California Environmental Quality Act (CEQA); establish and approve the capital projects, budgets, and Appropriation Adjustment; and authorize the Director of Public Works to deliver the projects using Board-approved job order contracts.

The proposed projects will include tenant improvements to the existing library facilities, including reconfiguration of the interior floor plan layouts; installation of custom cabinetry; replacement of the vinyl flooring, carpet, ceiling systems, and interior lighting; upgrades to the electrical and data infrastructure; repainting of the interior and exterior of the buildings; new interior library signage, reference and children's service desks, book shelves, and furniture for the adult, teen, and children's areas, and meeting rooms; upgrades to the self-checkout systems; and American with Disabilities Act (ADA) upgrades to the public restrooms and exterior path of travel from the parking lot to the library entrance, including a compliant access ramp at the entrance to the Hacienda Heights Library.

Public Works and Public Library completed the programming services and feasibility studies using a Public Works' as-needed consultant to help establish the scope of work, budget, and schedule for each of the projects. Public Works will complete the project designs using the same as-needed consultant and construction of the improvements using Board-approved JOCs. It is anticipated that construction of both projects will begin in October 2016 and be completed in October 2017.

Green Building/Sustainable Design Program

The proposed projects will support the Board's Green Building/Sustainable Design Program to the extent feasible by incorporating sustainable design features to optimize energy and water use efficiency, improve indoor environmental quality, and maximize the use of sustainable and local resources.

Implementation of Strategic Plan Goals

Approval of the recommended actions is consistent with the County's Strategic Plan Goals of Operational Effectiveness/Fiscal Sustainability (Goal 1), and Integrated Services Delivery (Goal 3), by investing in public infrastructure that will enhance cultural, recreational, and learning opportunities for County residents.

FISCAL IMPACT/FINANCING

Rowland Heights Library Refurbishment project

The total project budget for the Rowland Heights Library Refurbishment project is \$4,706,000, including a change order contingency of \$354,000.

The project is funded with \$1,083,000 of Utility User Tax- Cy Pres II (Cy Pres II), \$2,995,000 of Utility User Tax- Measure U (UUT), \$153,000 of Public Library's Rowland Heights Developer Fee Area No. 4, \$162,000 of Public Library's Accumulated Capital Outlay, and \$313,000 of Public Library's Operating Budget.

Also, \$147,000 of Cy Pres II funds will be transferred to Public Library's Operating Budget with the recommended Appropriation Adjustment to fund furniture, fixtures, and equipment (FF&E) for the Rowland Heights Library Refurbishment project.

Hacienda Heights Library Refurbishment project

The total project budget for the Hacienda Heights Library Refurbishment project is \$3,300,000, including a change order contingency of \$248,000.

The project is funded with \$745,000 of Cy Pres II, \$2,005,000 of UUT, \$132,000 of Public Library's Hacienda Heights Library Developer Fee Area No. 4, \$131,000 of Public Library's Accumulated Capital Outlay, and \$287,000 of Public Library's Operating Budget.

Also, \$132,000 of Public Library's Hacienda Heights Library Developer Fee Area No. 4 funds will be transferred to Public Library's Operating Budget with the recommended Appropriation Adjustment to fund FF&E for the Hacienda Heights Library Refurbishment project.

Approval of the enclosed Appropriation Adjustment will transfer funding as described below to fully fund the projects:

- \$2,995,000 of UUT funds from the East San Gabriel Valley Library project (Capital Project No. 77486) to the Rowland Heights Library Refurbishment project (Capital Project No. 87169), and \$153,000 from Public Library's Rowland Heights Library Developer Fee Area No. 4 Budget and \$147,000 from the Rowland Heights Library Refurbishment project (Capital Project No. 87169) to Public Library's Operating Budget to fund FF&E for the Rowland Heights Library Refurbishment project.
- \$2,005,000 of UUT funds from the East San Gabriel Valley Library project (Capital Project No. 77486) to the Hacienda Heights Library Refurbishment project (Capital Project No. 87168), and \$132,000 from the Public Library's Hacienda Heights Library Developer Fee Area No. 4 Budget to the Public Library's Operating Budget to fund FF&E for the Hacienda Heights Library Refurbishment

project.

Operating Budget Impact

Public Library does not anticipate any one-time or increase in ongoing operating costs as a result of the proposed projects.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board's Civic Art Policy amended on August 11, 2015, the project budgets include 1 percent of design and construction costs to be allocated to the Civic Art Fund.

ENVIRONMENTAL DOCUMENTATION

The proposed projects are categorically exempt from CEQA. They are within certain classes of projects that have been determined not to have a significant effect on the environment in that they meet criteria set forth in Sections 15301(a), (d), (e), and (f), 15302(c), 15303(e); and 15311(a) of the State CEQA Guidelines; and Classes 1(c), (d), (g), and (i), 2(e), 3(b), and 11(d) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The projects provide for repair, renovation, replacement, minor appurtenant and small new structures, and minor alterations of existing library facilities involving negligible or no expansion of an existing use; and a small addition to an existing structure that is not more than 50 percent of the existing floor area. Replacement structures would have the same purpose and capacity as the structures replaced. Additionally, the projects are not located in a sensitive environment, and there are no cumulative impacts, unusual circumstances or other limiting factors that would make the exemption inapplicable based on the project records.

Upon the Board's approval of the proposed projects, Public Works will file Notices of Exemption for each of the proposed projects with the Registrar-Recorder/County Clerk in accordance with Section 15062 of the CEQA Guidelines.

CONTRACTING PROCESS

The proposed projects will be designed by Public Works using a Board-approved as-needed consultant, and the improvements will be completed using Board-approved job order contracts administered by Public Works.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will have no impact on current County services or projects.

The existing Rowland Heights and Hacienda Heights Libraries will be closed during construction. Public Library will provide temporary library services during construction at Carolyn Rosas Park in Rowland Heights and other nearby libraries.

CONCLUSION

Please return one adopted copy of this Board letter to the Department of Public Works, Project Management Division I.

Respectfully submitted,

A handwritten signature in black ink that reads "Gail Farber". The signature is written in a cursive, flowing style.

GAIL FARBER
Director

GF:DPH:mae

Enclosures

c: Arts Commission
Chief Executive Office (Capital Programs
Division)
County Counsel
Executive Office
Public Library

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. NO. 060

DEPARTMENT OF CHIEF EXECUTIVE OFFICE

December 8, 2015

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2015-16

4 - VOTES

SOURCES

USES

BA Detail- See Attached Page

BA Detail- See Attached Page

SOURCES TOTAL: \$ 5,864,000

USES TOTAL: \$ 5,864,000

JUSTIFICATION

The appropriation adjustment is necessary to fully fund the Rowland Heights Library Refurbishment Project (Capital Project No. 87169) and Hacienda Heights Library Refurbishment Project (Capital Project No. 87168).

ADOPTED BOARD OF SUPERVISORS

Michael Samsing signature

AUTHORIZED SIGNATURE MICHAEL SAMSING

COUNTY OF LOS ANGELES BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

20 DEC 08 2015

Patrick Osawa signature

PATRICK OSAWA ACTING EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR ...

ACTION checkbox

RECOMMENDATION checkbox (checked)

APPROVED AS REQUESTED checkbox (checked)

APPROVED AS REVISED checkbox

AUDITOR-CONTROLLER

BY [Signature]

CHIEF EXECUTIVE OFFICER

BY [Signature]

B.A. NO. 044

Nov. 6 20 15

November 12 20 15

COUNTY OF LOS ANGELES
BUDGET ADJUSTMENT
PUBLIC LIBRARY

FISCAL YEAR 2015-16
4-VOTES

SOURCES

USES

PUBLIC LIBRARY ROWLAND HEIGHTS LIBRARY REFURBISHMENT A01-CP-6014-65044-87169 CAPITAL ASSETS-BUILDING AND IMPROVEMENTS 147,000 DECREASE APPROPRIATION		PROJECT & FACILITY DEVELOPMENT A01-CF-6100-10190 OTHER FINANCING USES \$ 147,000 INCREASE APPROPRIATION	
PUBLIC LIBRARY PL-E. SAN GABRIEL VALLEY LIBRARY A01-CP-6014-65044-77486 CAPITAL ASSETS-BUILDING AND IMPROVEMENTS \$ 5,000,000 DECREASE APPROPRIATION		PUBLIC LIBRARY ROWLAND HEIGHTS LIBRARY REFURBISHMENT A01-CP-6014-65044-87169 CAPITAL ASSETS-BUILDING AND IMPROVEMENTS \$ 2,995,000 INCREASE APPROPRIATION	
		PUBLIC LIBRARY HACIENDA HEIGHTS LIBRARY REFURBISHMENT A01-CP-6014-65044-87168 CAPITAL ASSETS-BUILDING AND IMPROVEMENTS \$ 2,005,000 INCREASE APPROPRIATION	
PUBLIC LIBRARY DEVELOPER FEE AREA #4 BM4-PL-2000-55384 SERVICES AND SUPPLIES 285,000 DECREASE APPROPRIATION		PUBLIC LIBRARY DEVELOPER FEE AREA #4 BM4-PL-6100-55384 OTHER FINANCING USES 285,000 INCREASE APPROPRIATION	
PUBLIC LIBRARY B06-PL-96-9911-41200 OPERATING TRANSFER IN 432,000 INCREASE REVENUE		PUBLIC LIBRARY B06-PL-2000-41200 SERVICES AND SUPPLIES 432,000 INCREASE APPROPRIATION	
TOTAL	\$ 5,864,000	TOTAL	\$ 5,864,000

JUSTIFICATION

To reflect the following adjustments

- (1) transfer \$2,995,000 from East San Gabriel Valley Library (CP 77486) to Rowland Heights Refurbish Capital Project (Unit 87169),
- (2) \$147,000 from the Rowland Heights Refurbish Capital Project (Unit 87169) and \$153,000 from the Public Library's Developer Fee Budget (BM4) to the Public Library Operating Budget (B06) to fund the purchase of furniture, fixture and equipment for the Rowland Heights Library,
- (3) \$2,005,000 from East San Gabriel Valley Library (CP 77486) to Hacienda Heights Refurbish Capital Project (Unit 87168),
- and (4) \$132,000 from the Public Library Developer Fee Budget (BM4) to the Public Library Operating Budget (B06) to fund the purchase of furniture, fixture and equipment for the Hacienda Heights Library.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

20

DEC 08 2015


PATRICK OSAWA
ACTING EXECUTIVE OFFICER

BA #044

 Nov. 6, 2015